

1 April 2010

To all members of the Strathclyde Partnership for Transport's Personnel Committee

Dear Member

**Strathclyde Partnership for Transport Personnel Committee – 9 April 2010**

I have to request your attendance at a meeting of the Strathclyde Partnership for Transport Personnel Committee to be held **at 11.00am on Friday, 9 April, 2010 in the large boardroom, Consort House, Glasgow** for the purpose of considering the undernoted business.

Yours sincerely

**Valerie Davidson**

Secretary

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**Business**

- 1 Declaration of Interest - Members are asked at this stage to declare any interests they may have in any of the items on the agenda. Members making a declaration of interest are reminded of the requirement to disclose the existence and nature of that interest
2. Minute of previous meeting (copy herewith).
3. The impact of SPT's learning and development investment – Report by Assistant Chief Executive (Business Support) (copy herewith).
4. Review of IT Policies – Report by Assistant Chief Executive (Business Support) (copy herewith).
5. Exclusion of press and public.  
It is proposed that press and public be excluded for the following item of business, it being considered that there would be a disclosure to them of exempt information of the type set out in paragraph 1 of Part 1 of Schedule 7a to the Local Government (Scotland) Act 1973
6. Retirement of the Chief Executive – Report by Assistant Chief Executive (Business Support) (copy herewith – members only).

**Contact officers: Valerie A Bowen 0141 333 3130**  
**Kirsten Clubb 0141 333 3576**